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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Washington 25, D. C.

PWR 336

May 5, 1952

POWER MEMORANDUM 336

SUBJECT: Final Inventory Documents for Transmission Line Construction
Contracts Forms DS-219R2 and DS-220R

The purpose of this memorandum is to set forth the requirements for closing out construction contracts for transmission facilities. The procedure outlined applies to construction performed under labor and material type and labor only type contracts.

It is the responsibility of the project engineer to see that all final documents are obtained as promptly as possible and that all forms are properly executed. The final documents required are as follows:

Item	Form No.	Description or Title of Form	Distribution of Copies			
			Total No. Required	REA	Owner	Con- tractor
a	DS-17R3	Certificate of Inspection	2	2	0	0
b	*DS-138	Waiver and Release of Lien	2	1	1	0
c	DS-127R	"Buy American" Certificate	1	1	0	0
d	**DS-139	Affidavit of Contractor	2	1	1	0
e	**DS-196	Final Inventory Recapitulation	5	3	1	1
f	DS-236R1	Tabulation of Material Furnished by Owner Under Construction Contract	5	3	1	1
g	**DS-51	Certificate of Completion	4	2	1	1
h	DS-29R4	Final Amendment	3	3	0	0
i		Pole Inspection Reports	2	1	1	0
j		Plan and Profile Sheets "As Constructed"	2	1	1	0
k		Final Structure Sheets	1	0	1	0
l		Tabulation of Structure Sheets	1	0	1	0
m		Final Circuit Diagrams	2	1	1	0
n		Board Resolution	2	2	0	0

After the above documents are approved, REA will notify the owner when to submit the following:

o	Fl-163R	Contractor's Final Receipt	3	2	1	0
p	Fl-159	Borrower's Final Acceptance of Contract Portion of Project	4	2	1	1
q	Fl-121A	Financial Requirement Statement	4	3	1	0

* Copies required from each material supplier for contractor furnished material.
**Refer to pages 3 and 4 for details on appropriate forms.

In any case where an REA form is superseded or revised, the latest revision should always be used. Where it is necessary to modify any form to make the signed statements comply with the facts, such modifications shall be made by the engineer and initialed by the interested parties.

Final Inspection Procedure

Immediately upon completion of construction, the engineer will forward to the Power Transmission Section, two copies of Certificate of Inspection, Form DS-17R3, and shall include copies of all clean-up notes issued to the contractor. The engineer will also indicate the percentage of inventory completed and ready for examination.

Upon receipt of the Certificate of Inspection, the Power Transmission Section will notify the engineer of the name of the REA engineer who will make the final inspection, the date of his arrival at the project, and the estimated number of days required for the inspection.

The REA engineer will make the inspection accompanied by representatives of the project engineer, contractor, and owner. The inspection shall cover the entire construction of the transmission system or such parts as the REA engineer shall designate. A record will be made of the structures inspected and corrections required.

Distribution and Number of Forms Required

Upon completion of the final inspection by the REA engineer and upon his determination that all of the required documents, except those shown under item (o), Contractor's Final Receipt; item (p), Borrower's Final Acceptance of Contract Portion of Project; and item (q), Financial Requirement Statement; have been prepared and executed properly, the REA engineer shall signify his approval by signing Form DS-51R or DS-51L, whichever is applicable. The project engineer will then forward the required documents in accordance with the distribution list shown on page 1 of this memorandum.

Type and Purpose of Final Documents

The following is a brief description of the final documents required:

Item a. Certificate of Inspection, Form DS-17R3

This is a certification by the project engineer that all construction has been satisfactorily completed and all necessary documents for closing out the contract are completed.

Item b. Waiver and Release of Lien, Form DS-138

The waiver and release of lien establishes that all materials and supplies become the property of the owner without reserving the supplier any right, title or any interest therein. Two copies of this form are required from each supplier for material furnished by the contractor.

Item c. Buy American Certificate, Form DS-127R.

This form, signed by the contractor, certifies that all materials, articles, or supplies furnished by the contractor and used in the construction of the project comply with the provision of the second paragraph of the REA Act of 1938.

- Item d. Affidavit of Contractor, Forms DS-139, 139AR, 139L, and 139LAR.

This form is a certification by the contractor that all persons furnishing labor in connection with the construction of the project have been paid in full, and for labor and material type contracts, it identifies all manufacturers, materialmen, and subcontractors who have furnished material or services or both in connection with the project.

Form DS-139 is required for labor and materials contracts without prevailing wage provisions.

Form DS-139AR is required for labor and materials contracts with prevailing wage provisions.

Form DS-139L is required for labor only contracts without prevailing wage provisions.

Form DS-139LAR is required for labor only contracts with prevailing wage provisions.

- Item e. Final Inventory Recapitulation, Forms DS-196aR1, 196B, 196C, and 196D.

These forms represent the final inventory of the project and in conjunction with Form DS-236R1, provide the basis for determining the correct amount due the contractor.

Form 196aR1 - This form is a summary of forms DS-196B, C, and D, and provides a means for determining the net amount due the contractor.

Form 196B - This form is used to determine the total installed cost of assembly units.

Form 196C - This form is used to determine removal costs on a project. (generally not applicable)

Form 196D - This form is a summary and classification of materials returned to the owner by the contractor from "I" removal units. (generally not applicable)

- Item f. Tabulation of Material Furnished by Owner Under Construction Contract, Form DS-236R1.

This form is required only when "owner furnished" material is involved. This tabulation shows the difference between the actual cost to the owner and the amount chargeable to the contractor for material furnished by the owner. The actual material costs shown on Form DS-236R1 should reflect invoice prices if delivery is accepted by contractor or

prices taken from stock record cards if material is furnished directly to the contractor. These prices should not include overhead or handling charges.

Item g. Certificate of Completion, Form DS-51R or DS-51L

This is a certification by the project engineer, contractor, and owner, that work has been completed in strict compliance with provisions of the loan contract, construction contract, including all plans, specifications, drawings and all modifications thereof, and that the parties have agreed to the total cost of the portion of the system completed under the contract.

Form DS-51R is required for labor and material contracts.

Form DS-51L is required for labor only contracts.

Reference to Form DS-31 on the above forms is not applicable. When Form DS-51L is used, delete "Form DS-31" from paragraph 7. When Form DS-51R is used, delete from paragraph 7, "constructed, transformers, and service as shown on DS-31," and insert "and substations as shown on the statement of construction." The statement of construction attached to either form should provide the following information:

Miles of line by conductor size and voltage.

Name, kva, kv, and type of each substation.

Item h. Final "Wash-up" Amendment, Form DS-29R4

This amendment is for the purpose of adjusting the unit quantities in the construction contract and its subsequent amendments to agree with the final inventory.

Item i. Pole Inspection Report

This form signed by an REA approved inspection company, certifies that all poles furnished by either the contractor or the borrower have been inspected and meet all the requirements of the "Specifications for the Treatment and Inspection of Treated Timber Purchased by REA Borrowers." (Power Memorandum 327)

Item j. Plan and Profile Sheets "As Constructed"

These drawings, furnished by the engineer, represent a permanent record of the line as finally constructed.

Item k. Final Structure Sheets

The Final Structure Sheet is a list of all assembly units taken from each sheet of the "as constructed" Plan and Profile Drawings. There will be one structure sheet for each sheet of the plan and profile drawings.

Item l. Tabulation of Structure Sheets

The total of all assembly units for the completed contract taken from the final structure sheets comprises the Tabulation of Structure Sheets. Tabulation of Staking Sheets, Form DS-227, may be used as a guide in preparing this tabulation.

Item m. Final Circuit Diagrams

This shall include drawings of "as constructed" circuits, including respective bill of materials for substations and switching stations. The drawings and bill of materials shall comprise a set of final diagrams. When identical stations have been constructed and identical bills of material were used, the engineer need only furnish one complete set for each type substation, indicating by appropriate reference substations to which each is applicable.

Item n. Board Resolution

The board resolution signifies the approval of the final documents by the board of directors.

Item o. Contractor's Final Receipt, Form Fl-163

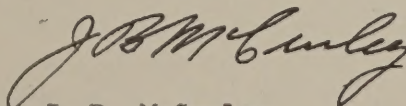
This is a certification by the contractor that all money due him has been received. The contractor will furnish the owner two copies of this form.

Item p. Borrower's Final Acceptance of Contract Portion of Project, Form Fl-159

This form certifies the acceptance of the constructed project by the owner.

Item q. Financial Requirement Statement, Form Fl-121A

This form is used for requesting the loan funds required for final payment to the contractor.



J. B. McCurley
Chief, Power Division

